

INSPECTION REQUEST PROCEDURE

1. Request inspection **PRIOR to 2:00pm** for an inspection the following business day. *(If a request is made AFTER 2:00pm, then the inspection will not be performed until THE DAY AFTER the following day.)*
2. Building (Framing), Mechanical (HVAC), and Electrical inspections will be conducted on business days **between 8:00am and 11:00am**. *(All inspections are assumed ready to go by 8:00am – the window of time is for the convenience of the inspector. However, it is possible to request a phone call ½ hour prior to the inspector's arrival – make sure contact information is correct.)*
3. All **plans for the project shall be available on site** for the inspector to refer to.